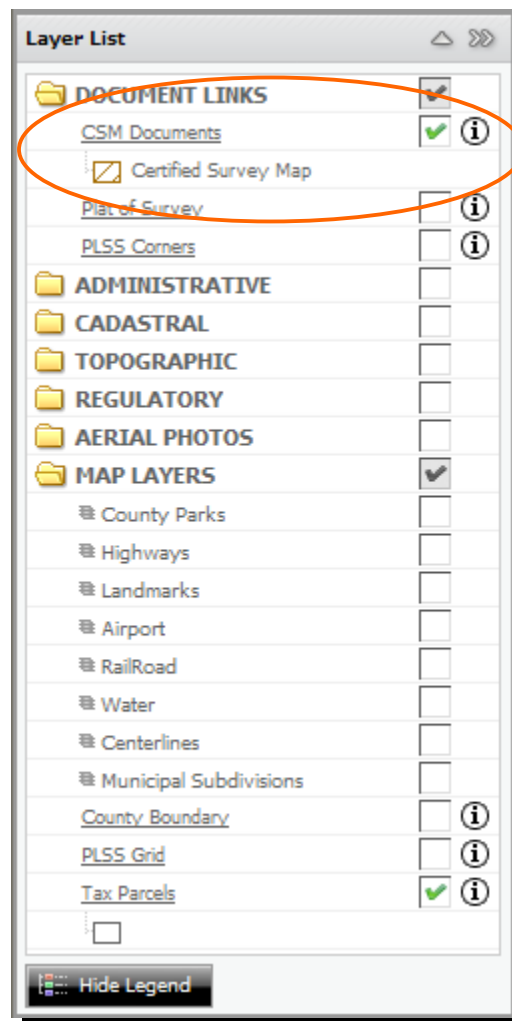


## Accessing Online Certified Survey Maps (CSMs) Via Milwaukee County's *Interactive Mapping Service*

<http://maps.milwaukeecounty.org/>

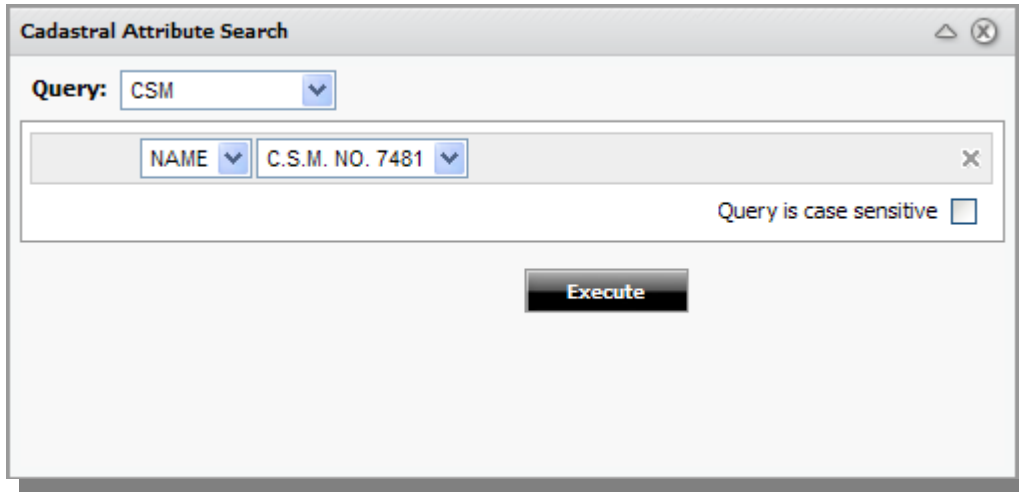
### 1) Locate and Activate the “CSM Documents” Layer

In the Layer List (below), locate the “CSM Documents” layer, found in the “DOCUMENT LINKS” group. Click the checkbox to the right of the layer's name to ensure that features in the layer will be visible. If the layer name is greyed out, it is beyond its visible scale range. Features in this layer will become visible after zooming in to an area of interest.

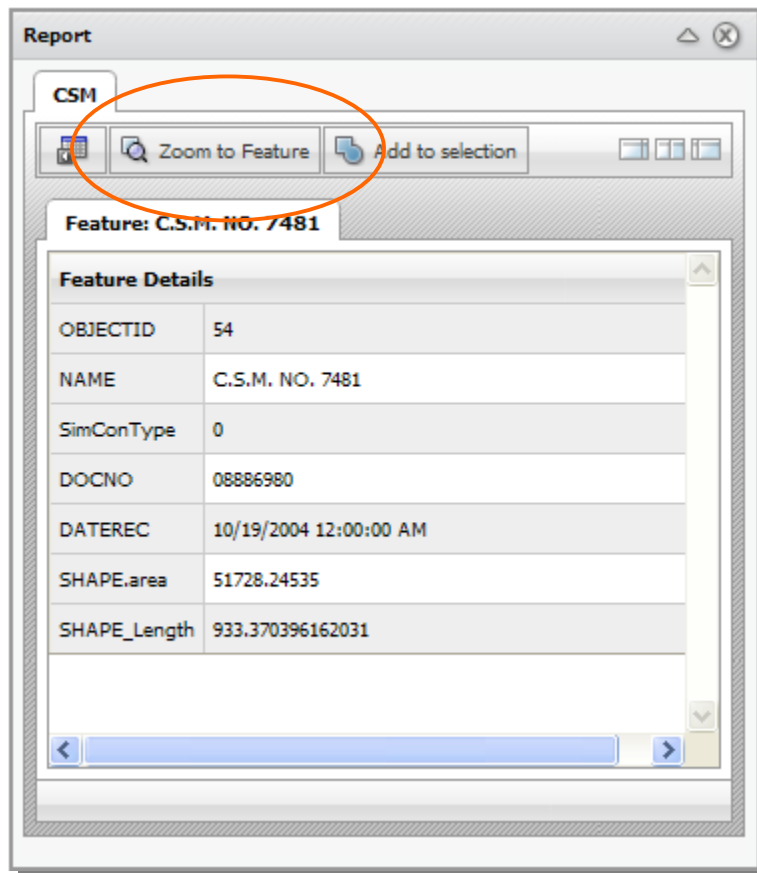


## 2) Find a CSM's Location on the Map

If the name of the CSM is known, use the Cadastral Attribute Search tool (located in the Search Toolbar) to select and zoom to the CSM's location on the map:



The 'Cadastral Attribute Search' dialog box is shown. It has a title bar with a maximize button and a close button. The main area contains a 'Query:' label followed by a dropdown menu set to 'CSM'. Below this is a search bar with two dropdown menus: 'NAME' and 'C.S.M. NO. 7481'. To the right of the search bar is a close button (X) and a checkbox labeled 'Query is case sensitive'. At the bottom center is an 'Execute' button.



The 'Report' dialog box is shown. It has a title bar with a maximize button and a close button. The main area has a tab labeled 'CSM'. Below the tab is a toolbar with three buttons: a map icon, 'Zoom to Feature', and 'Add to selection'. Below the toolbar is a section labeled 'Feature: C.S.M. NO. 7481'. Under this is a 'Feature Details' table. The table has two columns: the first column lists the attribute name, and the second column lists the attribute value. The attributes and values are: OBJECTID (54), NAME (C.S.M. NO. 7481), SimConType (0), DOCNO (08886980), DATREC (10/19/2004 12:00:00 AM), SHAPE.area (51728.24535), and SHAPE\_Length (933.370396162031). At the bottom of the table is a horizontal scrollbar.

Feature Details	
OBJECTID	54
NAME	C.S.M. NO. 7481
SimConType	0
DOCNO	08886980
DATREC	10/19/2004 12:00:00 AM
SHAPE.area	51728.24535
SHAPE_Length	933.370396162031

If the CSM name is not known, but information about a parcel that is associated with it is known, use the tools in the Search Toolbar to locate the parcel via owner name, address, or taxkey. Otherwise, use the zoom and pan tools in the Navigation Toolbar to find a CSM's location on the

map. Currently, not all CSM documents are available for online access. When a CSM document is available, the area covered by the CSM will appear on the map as shown:

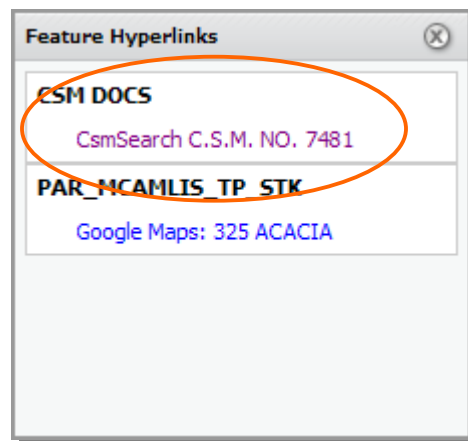


### 3) Launch the Feature Hyperlinks Window

After a feature representing an available CSM document has been located on the map, open the Selection Toolbar (below) and click on the “Link” button to activate the “Feature Hyperlinks” tool:

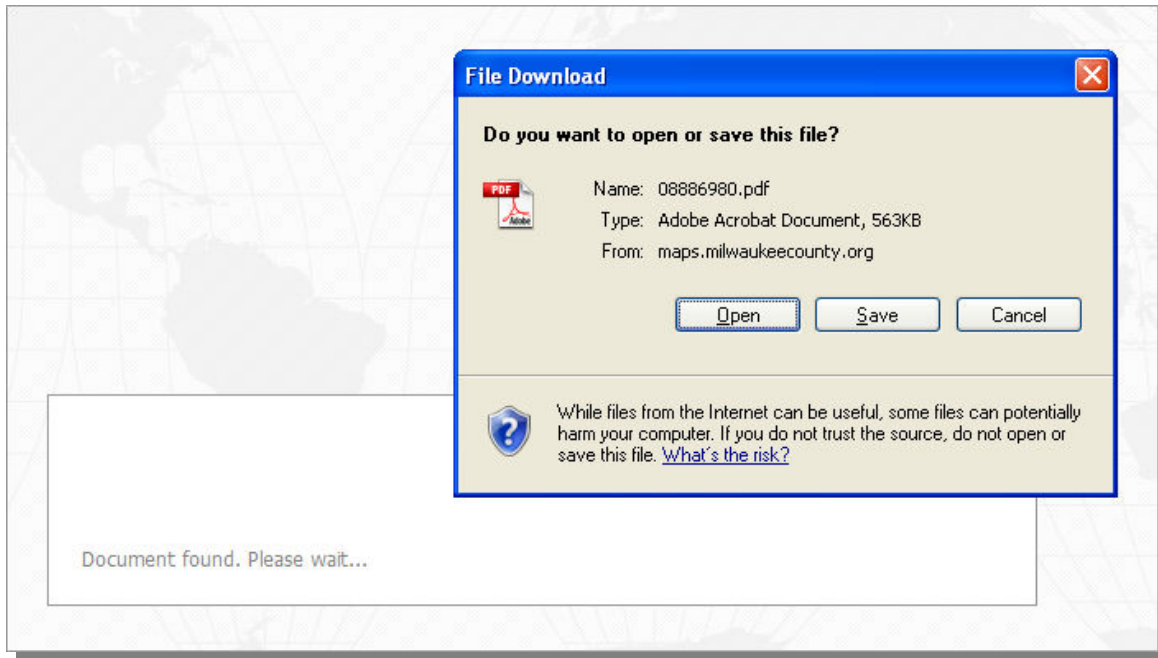


Clicking on the CSM feature with the “Feature Hyperlinks” tool will launch the “Feature Hyperlinks” window to display any links associated with the selected features. Click on a hyperlink in the “CSM DOCS” section of the window (hold down your control key while clicking on the link if your popup blocker blocks the download):



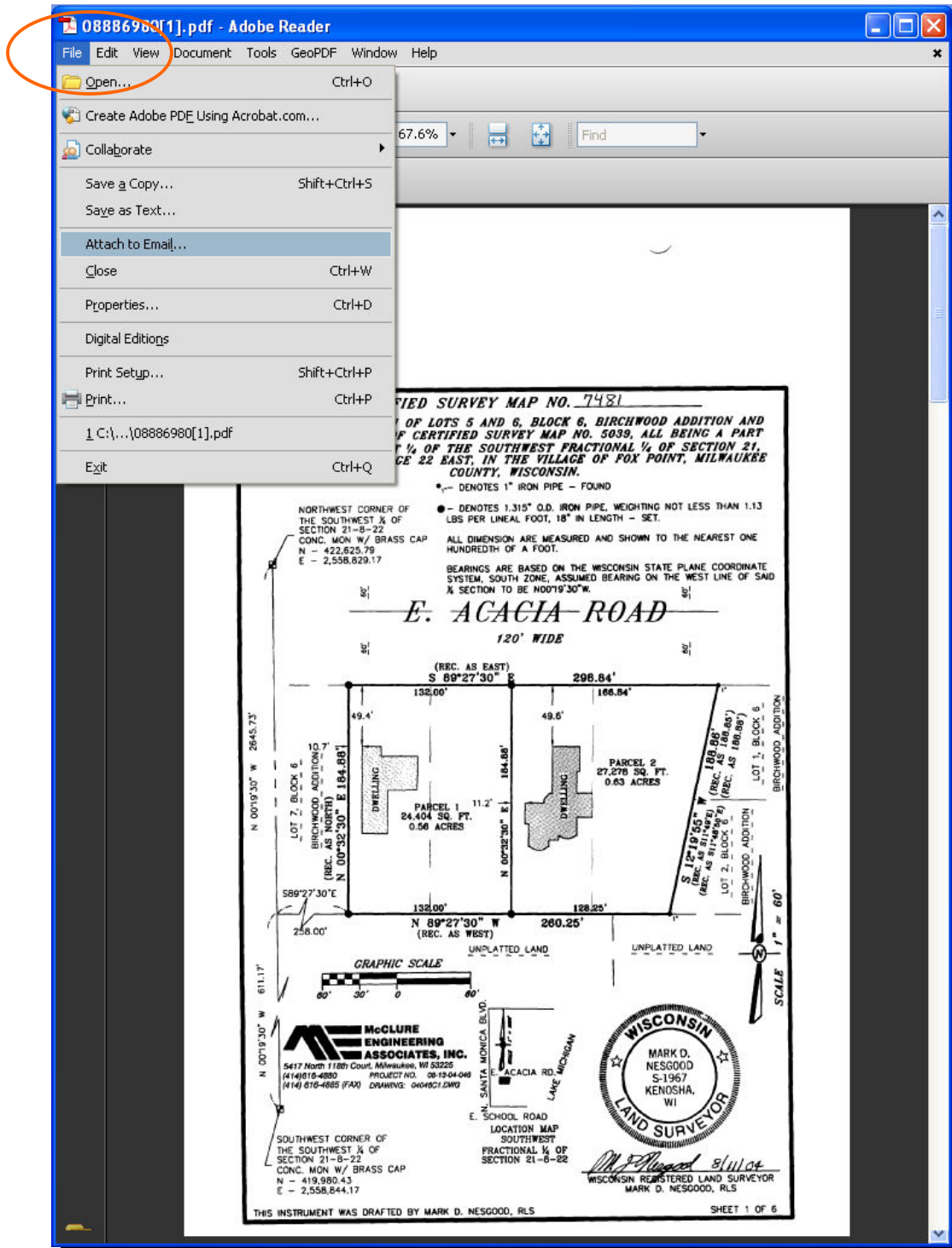
#### 4) View, Print, Email, or Save the CSM

After clicking on the CSM's Feature Hyperlink, a new browser tab or window will open, presenting a file download dialogue box similar to that shown below. To directly save the document to a directory without opening it in Adobe Reader\*, click "Save."



Choosing “Open” will launch Adobe Reader,\* where the CSM may be viewed, printed, saved to a directory, or emailed using File menu options (below). Hold down your control key while clicking on “open” or “save” if your popup blocker blocks the download.

\*required to view CSM documents - a copy can be downloaded for free from Abode's website at <http://get.adobe.com/reader/otherversions/>



For more information about the tools used in this tutorial, visit the “Interactive Mapping Tutorial” page at <http://www.county.milwaukee.gov/LandInformationProgr23113/LIOInteractiveMapping/Tutorial.htm>.